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**AUDIT FINDINGS OF THE ADMINISTRATIVE
RECORD (AR) FILE COPY AT THE UNITED
STATES ENVIRONMENTAL PROTECTION
AGENCY (U.S. EPA)**

07/30/92

**DOE-2259-92
DOE-FN-USEPA
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LETTER**



Department of Energy
Fernald Environmental Management Project
P.O. Box 398705
Cincinnati, Ohio 45239-8705
(513) 738-6357

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JUL 30 1992

DOE-2259-92

Mr. James A. Saric, Remedial Project Director
United States Environmental Protection Agency
Region V - HRE-8J
77 West Jackson Street
Chicago, Illinois 60604-3590

Dear Mr. Saric:

AUDIT FINDINGS OF THE ADMINISTRATIVE RECORD (AR) FILE COPY AT THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY (U.S. EPA) REGION V OFFICE

An audit of the Administrative Record (AR) file copy at the U.S. EPA Region V Office was conducted on July 7 - 9, 1992, by G. D. Walters, Administrative Record Coordinator and the Administrative Record staff. The following summarizes the deficiencies found at the audit.

1. None of the submittals since December 16, 1991 to July 6, 1992, from the Fernald Environmental Management Project (FEMP) had been filed in the binders. There were seven transmittals to the U.S. EPA totaling 1,292 documents and none were merged with the U.S. EPA copies, including the updates of the FEMP Administrative Record Index. During the audit, the Administrative Record Staff filed the submittals.
2. There were six missing documents. The following five documents were faxed from the FEMP Administrative Record and placed in the binders:
 1. U-005-707.9/1823
 2. R-002-707.5/1780
 3. R-009-707.25/3165
 4. R-012-101.38/2944
 5. R-014-205.1/901

The sixth document is enclosed to be placed in the U.S. Administrative Record copy. That document is: 6. R-016-207.1/908

Several changes were made to documents in the Administrative Record files.

1. Letter number DOE-2062-92 dated July 2, 1992, notified the U.S. EPA of index number changes to a number of documents. These changes were physically accomplished during this audit.

2. The following two documents were pulled because they were found to be duplicates of other documents:

1. R-014-205.1/511
2. R-008-207.10/1848

3. The following four documents were renumbered because they had the wrong document numbers:

<u>Previous & Control No.</u>	<u>New No.</u>
1. G-000-303.15/1375 ----->	R-008-201.21
2. R-008-202.3/1745 ----->	R-008-201.22
3. R-009-707.26/3168 ----->	R-008-707.11
4. R-025-707.1/3052 ----->	R-024-707.2

The U.S. EPA Region V Administrative Record copy was found to be in good order overall. Thank you for your assistance in this Administrative Record audit appraisal.

If you have any questions, please contact Johnny Reising at FTS/Commercial (513) 738-9083.

Sincerely,


 Jack R. Craig
 Fernald Remedial Action
 Project Manager

FN:Reising

Enclosure: As Stated

cc w/enc.:

J. J. Fiore, EM-42, TREV
 K. A. Hayes, EM-424, TREV
 J. Benetti, USEPA-V, AT-18J
 M. Butler, USEPA-V, 5CS-TUB-3
 J. Kwasniewski, OEPA-Columbus
 P. Harris, OEPA-Dayton
 M. Proffitt, OEPA-Dayton
 T. Schneider, OEPA-Dayton
 T. W. Hahne, PRC
 L. August, GeoTrans
 R. L. Glenn, Parsons
 D. J. Carr, WEMCO
 L. S. Farmer, WEMCO
 J. P. Hopper, WEMCO
 J. D. Wood, ASI/IT
 J. E. Razor, ASI/IT
 AR Coordinator, WEMCO